

GOVERNMENT OF THE DISTRICT OF COLUMBIA
D.C. Office of Personnel

District Personnel Manual Issuance System

This Instruction should be filed behind the divider for Part III of DPM Chapter(s) 11A, 11B & 38

DPM Instruction No. 11A-3, 11B-25 & 38-6

SUBJECT: Technical Amendments to the District of Columbia
Government Comprehensive Merit Personnel Act of
1978 Applicable to the Management Supervisory Service

Date: December 16, 2002

NOTE: This instruction rescinds DPM Instructions No. 11B-16, dated June 4, 1991; No. 11B-17, dated July 16, 1991; No. 11B-24, dated February 5, 2002; and No. 14-5, dated December 21, 2001.

1. Purpose

The purpose of this instruction is to inform agencies that, consistent with the provisions of § 3 of the Technical Amendments Act of 2002, effective October 19, 2002 (D.C. Law 14-213; D.C. Act 14-459; 49 DCR 8140), the personnel management principles and policies specified herein, which are contained in the District of Columbia Government Comprehensive Merit Personnel Act of 1978 (the “CMPA”), are applicable to the Management Supervisory Service.

2. Background

The Management Supervisory Service (MSS) was established by § 101(k) of the Omnibus Personnel Reform Amendment Act of 1998, effective June 10, 1998 (D.C. Law 12-124; D.C. Official Code §§ 1-609.51 through 1-609.58). While conforming amendments to existing sections of the CMPA on classification and compensation were not made immediately upon the establishment of the new service, it has been the practice to apply the personnel management principles and policies contained in those sections to the classification of positions in the MSS and to the compensation of MSS employees. Upon enactment of the Technical Amendments Act of 2002, those personnel management principles and policies are “officially” applicable to the MSS.

Note: DPM Instructions that are strictly procedural in nature have a direct applicability only to agencies and employees under the personnel authority of the Mayor. Other personnel authorities or independent agencies may adopt any or all of these procedures or guidance materials for agencies and employees under their respective jurisdictions. [See DPM Chapter 2, Part II, Subpart 1, § 1.3.]

Inquiries: Policy and Program Development Services, 442-9655

Distribution: Heads of Departments and Agencies, HR Advisors and DPM Subscribers

Retain Until Superseded

3. Provisions

The technical amendments to the CMPA applicable to the Management Supervisory Service are as follows:

a. Classification policy; grade levels – D.C. Official Code § 1-611.01(a), (b)

These sections of the CMPA referred to the policy for the classification of all positions in the “Career, Educational, Legal, and the Excepted Services” and for the bases for assigning grade levels to positions in those services. Section 3 of the Technical Amendments Act of 2002 amended these sections to add the MSS to the other services.

b. Establishment and maintenance of classification system – D.C. Official Code § 1-611.02(a))

This section of the CMPA specified that the Mayor must provide for the development of a classification system covering all positions in the “Career, Legal, and the Excepted Services.” Section 3 of the Technical Amendments Act of 2002 amended the section to add the MSS to the other services (until such time as the new classification system or systems is developed, the classification system or systems in effect on December 31, 1979 remains in effect).

c. Compensation policy – D.C. Official Code § 1-611.03(a)

This section of the CMPA described how compensation for “all employees in the Career, Educational, Legal, and the Excepted Services” is fixed (i.e., that compensation shall be competitive with that provided to other public sector having comparable duties, responsibilities, etc.; pay for the various occupations and groups of employees shall be interrelated and equal for substantially equal work). Section 3 of the Technical Amendments Act of 2002 amended the section to add the MSS to the other services.

d. Compensation system – D.C. Official Code § 1-611.04(a)

This section of the CMPA provided that “the Mayor shall develop, in consultation with the Board of Education and the Board of Trustees of the University of the District of Columbia, a new compensation system for all employees in the Career, Legal, and Excepted Services.” Section 3 of the Technical Amendments Act of 2002 amended the section to add the MSS to the other services (until such time as a new compensation system is approved, the compensation system in effect on December 31, 1979 continues in effect).

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